

Quotation Request //

US Government Publishing Office

Chicago Regional Office
200 North LaSalle St., Suite 810
Chicago IL 60601-1055

JACKET:535-206

Quotations are Due By:
(Eastern Time)2:00 PM on 07/01/2021

Submit Quotes Online, unless otherwise instructed, via: <http://contractorconnection.gpo.gov/openjobs.aspx>
Contractor must provide mandatory W-9 form before GPO makes payment.

TITLE: 99381 - Smokey Bear Headband

QUANTITY: 150002 Smokey Bear Multifunctional Seamless Tube Headbands (includes 2 GPO Chicago samples) - no shortages.

10 Prior to Production Samples are not included in the count above but must be included in contractor's submitted bid price.

Mark country of origin in comments field when quoting

NOTE: Critical packing requirements. Failure to pack correctly will result in rejection.

**** At time of award, Contractor must have a detailed production plan showing how this job will deliver to the end destination and by what method to meet a delivery date; and a letter from the factory stating all specifications and dates will be met. ****

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote

<https://contractorconnection.gpo.gov>. Fax, email, and phone quotes are not acceptable. Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to (312)-353-3916.

SUBCONTRACTING:

The contractor may make contracts for the furnishing of all or any part of the supplies or work specified. Accordingly, Contract Clause 6, "Subcontracts," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)), does not apply to this procurement.

BUY AMERICAN ACT:

NOTE: In compliance with Contract Terms, Contractor must state within quote submitted the Country of origin where the end product is being manufactured. Indicate the Country of origin in the comments field when submitting Quotes using Contractor Connect.

For promotional item orders with product origination from China, and because of the proposed recent new U.S. tariff on imports from China: During preaward survey contractor will required to confirm that all tariff or additional duty charges have been considered and are included in the quoted price.

WARRANTY: The provisions of article 15, "Warranty", of Contract Clauses in GPO Contract Terms (Pub. 310.2, effective December 1, 1987 (Rev. 9-88)) is amended for the solicitation to the effect that the warranty period is EXTENDED from 120 days to 180 days from the date the check is tendered as final payment. All other provisions remain the same.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent Balance Sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

TRIM SIZE: Length x Width - Approximately 18" tall x 10" wide

PAGES: Face and Back

SCHEDULE:

Furnished Material will be available for pickup by 07/06/2021

Deliver complete (to arrive at destination) by 10/06/2021

F.O.B. destination

(via traceable means at contractor's expense).

Contractor **MUST** email delivery verification information to VerifyChicago@gpo.gov within 24 hours of delivery. Enter the Jacket number in the subject line and place method of shipment and the delivery date in the body of the message. Failure to follow this procedure may result in delayed payment after invoicing.

EARLIER DELIVERY IS ACCEPTED/DESIRED BY THE AGENCY.

QUALITY LEVEL: N Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

All materials are to be environmentally safe. Recycled material should be used whenever possible.

PRINTING: Face and Back of multifunctional tube headband is dye-sublimation printed in 4-color process - illustrations, tints/solids with reversing, and type & line matter. Coverage of printing is edge to edge, see furnished images and furnished previously produced sample to match.

MATERIAL: The headband is made of white colorfast (must not fade) durable, soft 100% polyester performance microfiber (technical fiber - can be used as either hot or cold pack), washable, quick drying, breathable. Edge is unfinished (rough cut) but must **NOT** unravel even after washing. Fabric made from

recycled content is preferred. Contractor must verify percentage of recycle content upon request during preaward survey.

NO manufacturer logo is permitted on the item or the packaging.

PACKAGING: Individually pack each headband in a clear cellophane-type package (or similar, contractor will be required to send a visual via email of the packaging for agency approval prior to award) which is printed on the outside face and back in black ink (or color at contractor's option) with the instructions for the various ways the item can be worn and other product/washing etc. information. See furnished images and furnished sample to match package artwork and content. Contractor must typeset this information as needed at no additional cost to the Government.

Contractor must pack 50 individually-wrapped headbands into one (1) inner package (shrink wrapped, inner boxes, inner bags, etc.), then pack 10 of these packages to a carton. Total of 500 headbands per carton. **NO VARIATION IN THIS PACKAGING IS PERMITTED. IF THE ITEM IS NOT PACKAGED IN THIS MANNER THE CONTRACTOR WILL BE REQUIRED TO PICK UP THE ITEM AND REPACKAGE AT THEIR COST, IN AN EXPEDITED MANNER INCLUDING EXPEDITED PICK UP, HANDLING, AND REDELIVERY.**

All materials and inks used to produce these promotional items, must be approved by FDA for packing with food and drugs, child safe, and environmentally safe. Contractor must state origin (where did the raw materials originate) of material used for this job on all carton labels, and place of manufacture. Match sample for material and construction.

Contractor must state origin (where raw material was produced) of material used for these items, and place of manufacture, on all carton labels.

52.222-18 Certification Regarding Knowledge of Child Labor for Listed End Products.
As prescribed in 22.1505(a), insert the following provision:

Certification Regarding Knowledge of Child Labor for Listed End Products (Feb 2001)

(a) Definition.
"Forced or indentured child labor" means all work or service

- (1) Exacted from any person under the age of 18 under the menace of any penalty for its nonperformance and for which the worker does not offer himself voluntarily; or
 - (2) Performed by any person under the age of 18 pursuant to a contract the enforcement of which can be accomplished by process or penalties.
- (b) Listed end products. The following end product(s) being acquired under this solicitation is (are) included in the List of Products Requiring Contractor Certification as to Forced or Indentured Child Labor, identified by their country of origin. There is a reasonable basis to believe that listed end products from the listed countries of origin may have been mined, produced, or manufactured by forced or indentured child labor.

Listed End Product	Listed Countries of Origin
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(c) Certification. The Government will not make award to an offeror unless the offeror, by checking the appropriate block, certifies to either paragraph (c)(1) or paragraph (c)(2) of this provision.

(1) The offeror will not supply any end product listed in paragraph (b) of this provision that was mined, produced, or manufactured in a corresponding country as listed for that end product.

(2) The offeror may supply an end product listed in paragraph (b) of this provision that was mined, produced, or manufactured in the corresponding country as listed for that product. The offeror certifies that it has made a good faith effort to determine whether forced or indentured child labor was used to mine, produce, or manufacture such end product. On the basis of those efforts, the offeror certifies that it is not aware of any such use of child labor.

52.222-19 Child Labor-Cooperation with Authorities and Remedies.

As prescribed in 22.1505(b), insert the following clause:

Child Labor-Cooperation with Authorities and Remedies (Sept 2002)

(a) Applicability. This clause does not apply to the extent that the Contractor is supplying end products mined, produced, or manufactured in-

(1) Canada, and the anticipated value of the acquisition is \$25,000 or more;

(2) Israel, and the anticipated value of the acquisition is \$50,000 or more;

(3) Mexico, and the anticipated value of the acquisition is \$56,190 or more; or

(4) Aruba, Austria, Belgium, Denmark, Finland, France, Germany, Greece, Hong Kong, Iceland, Ireland, Italy, Japan, Korea, Liechtenstein, Luxembourg, Netherlands, Norway, Portugal, Singapore, Spain, Sweden, Switzerland, or the United Kingdom and the anticipated value of the acquisition is \$169,000 or more.

(b) Cooperation with Authorities. To enforce the laws prohibiting the manufacture or importation of products mined, produced, or manufactured by forced or indentured child labor, authorized officials may need to conduct investigations to determine whether forced or indentured child labor was used to mine, produce, or manufacture any product furnished under this contract. If the solicitation includes the provision 52.222-18, Certification Regarding Knowledge of Child Labor for Listed End Products, or the equivalent at 52.212-3(i), the Contractor agrees to cooperate fully with authorized officials of the contracting agency, the Department of the Treasury, or the Department of Justice by providing reasonable access to records, documents, persons, or premises upon reasonable request by the authorized officials.

(c) Violations. The Government may impose remedies set forth in paragraph (d) for the following violations:

(1) The Contractor has submitted a false certification regarding knowledge of the use of forced or indentured child labor for listed end products.

(2) The Contractor has failed to cooperate, if required, in accordance with paragraph (b) of this clause, with an investigation of the use of forced or indentured child labor by an Inspector General, Attorney General, or the Secretary of the Treasury.

(3) The Contractor uses forced or indentured child labor in its mining, production, or manufacturing processes.

(4) The Contractor has furnished under the contract end products or components that have been mined, produced, or manufactured wholly or in part by forced or indentured child labor. (The Government will not pursue remedies at paragraph

MATERIAL FURNISHED: Contractor to receive. Pictures of the item and outer packaging will be emailed. Email tferguson@gpo.gov to receive.

NOTE: Some furnished pictures are Not For Content. The correct artwork for this order has the Smokey paw print logo on the back. The current artwork has been updated to remove a BLACK SPOT. Contractor to ensure that the correct artwork version is used.

Contractor to provide a shipping account number for receipt of previously produced similar sample to match.

High resolution PDF artwork (76 MB) will be uploaded to contractor's FTP site or otherwise transferred electronically. Any prepress adjustments to artwork that may be needed, such as re-sizing of images, color conversions, etc. must be provided at no additional cost to the Government.

PO will be emailed upon award.

NOTE: If changes are made to the files furnished, during the proofing stage, at the agency's request, or per the specifications, the contractor must create a revised CD with all changes incorporated therein for return to the agency after completion of the order.

Prior to image processing, the contractor is responsible for performing a basic check (preflight) of the furnished publishing files to assure accurate output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file imaging must be reported to the contract administrator in sufficient time to comply with the shipping schedule. In addition, the contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency, and defining file output selection for the imaging device being utilized. All furnished files must be imaged as necessary to meet assigned quality level.

COLOR OF INK:

see above.

PRINT PAGE: One Side Only

MARGINS:

Follow file, no bleeds.

PROOFS:

PRIOR TO PRODUCTION SAMPLES REQUIRED - 4 workdays hold: Deliver on or before 7-15-2021.

Email tracking information after shipping proofs to deb.bruyere@usda.gov, with cc to tferguson@gpo.gov

The Prior to Production sample requirement for this contract is not less than 10 printed multifunctional tube headbands.

Send 5 to GPO Chicago and 5 to agency - see below for addresses.

Each sample must be constructed as specified using the form, ink, equipment, and methods of production which will be used in producing the finished product. Material used for samples must be of the size, kind, and quality the contractor will furnish.

Samples will be inspected and tested and must comply with the specifications as to kind and quality of materials and quality of reproduction. Prior to the commencement of production of the contract production quantity, the contractor shall submit samples to the AGENCY in distribution section.

Samples will be tested for conformance of materials and/or will be tested for usage on the specified equipment and/or for construction. The container and accompanying documentation shall be marked PREPRODUCTION SAMPLES and shall include the GPO jacket and purchase order. The samples must be submitted in sufficient time to allow Government testing of the samples and production and shipment in accordance with the shipping schedule.

The Government will approve, conditionally approve, or disapprove the samples within 4 workdays of the receipt thereof. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefore.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. The Government will require the time specified above to inspect and test any additional samples required.

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with Contract Clause 12, "Notice of Compliance With Schedules", of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)).

Manufacture of the final product prior to approval of the sample submitted is at the contractor's risk. Samples will not be returned to the contractor. All costs, including the costs of all samples shall be included in the contract price for the production quantity.

All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

PACKING:

SEE "DESCRIPTION" FOR PACKAGING AND PACKING DETAILS. Noncompliance with the packing instructions will be cause for the Government to take corrective action in accordance with GPO Pub. 310.2. Label in accordance with GPO Contract Terms.

Full quantity shipment required. Shortages or overs are not permitted.

Contractor must state origin of material used on each identifying label. Each carton label should identify the

contents as NFES #99381 Smokey Headbands, and quantity.

Palletizing: Contractor will be required to furnish pallets for bulk shipments in shipping containers when the containers fill 2 layers or more on the pallet. Except for size, pallets must conform with Federal Specifications NN-P-71c, dated September 10, 1973 and any amendments thereto, as follows:

Type III (4-way (partial), flush, assembled, nonreversible). Size L 1 020 x W 1 220 mm (L 40 x W 48"), Full entry must be on the 1 220 mm (48") width. Group II (medium density wood) or Group III (high density wood), at contractor's option.

Fasten with straps over edge protectors when the containers fill more than 1 layer on the pallet. Pallets shall be suitably packed so as to insure acceptance and safe delivery by common carriers to the point of delivery. Maximum height (including pallet) 1 190 mm (47"). Pack flush to corners, no overhang permitted at any edge. Voids must be to the interior of the pallet. Pack with care. Loaded pallets may be stored 4 high at destination.

All containers on pallets must be secured to prevent containers from shifting when pallets are hoisted to a high shelving area.

No loose items in cartons are permitted. Include sufficient inner packaging in submitted price. Ensure sufficient inner packaging to ensure no damage occurs during shipping.

Any items damaged during production or shipping may be required to be re-fulfilled in an expedited manner, including expedited handling, expedited production, and expedited shipping.

Pallets are required

DISTRIBUTION:

NOTIFICATION OF SHIPMENT: Immediately after the order has been shipped, the contractor MUST furnish shipping information to Agency. Include the order title, GPO jacket number, requisition number, date of shipment, quantity, and tracking information for deliveries. Email deb.bruyere@usda.gov

5 PRIOR TO PRODUCTION SAMPLES, 150,000 Multifunctional Tube Headbands, and returned GFM to: USDA, Forest Service, MIFC

Attn: Deb Bruyere, 218-322-2774

402 11th St., S.E.

Grand Rapids, MN 55744

Dock delivery is required.

Delivery accepted Monday - Friday, 8 a.m. - 4 p.m.

NOTE: Trucker must notify MIFC, PH: 218-322-2761; 24 hours in advance of delivery. Message can be left on machine.

All expenses incidental to returning materials, and furnishing sample copies must be borne by the contractor.

5 PRIOR TO PRODUCTION SAMPLES and 2 finished samples marked Inspection Copies with GPO jacket number to:

U.S. Government Publishing Office

Chicago Regional Office
9302 West 79th Place
Schererville, IN 46375
Attn: Compliance Thomas Ferguson.

DEPARTMENTAL RANDOM COPIES (BLUE LABELS): All orders must be divided into (200) equal sublots. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to certify that copies were selected as directed using GPO Form 917-Certificate of Selection of Random Copies (located on GPO.gov). The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

These randomly selected copies must be packed separately and identified by a special label (GPO Form 2678-Departmental Random Copies (Blue Label) that must be printed on blue paper and affixed to each affected container. This form can be downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list. A copy of the print order/specification and a signed Certificate of Selection of Random Copies must be included.

QUALITY ASSURANCE THROUGH ATTRIBUTES: The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing (page related) Attributes - Level N
- (b) Finishing (item related) Attributes - Level N
- (c) Exceptions: None

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests - General Inspection Level I.
- (b) Destructive Tests - Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

Attribute: Specified Standard

P-7. Type Quality and Uniformity: Approved priors

P-10. Process Color Match: Approved priors

PAYMENT: Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing.

Instruction for using this method can be found at the following web address:

<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/vendors/how-to-get-paid>.

Doing Business with GPO Customer Services During Coronavirus Pandemic

Contractors should continue performance on contracts. Contractors must continue to fully comply with the terms and conditions of these contracts. Deliveries, proof approvals, and press sheet inspections for agencies may be impacted. It is requested that contractors contact a Government employee at the delivery location to confirm their availability to receive prior to shipping.

Schedules and other adjustments will be made in accordance with GPO Contract Terms. Caution should be used to safeguard all products should any delivery delays be imposed by the Government.

As a reminder, contractors must furnish contract compliance information required in accordance with GPO Contract Terms, Contract Clause 12: Notice of Compliance With Schedules.

Contractors should immediately contact your GPO contract administrator(s) and/or contracting officer(s) to identify impacted orders if any delay is anticipated, including temporarily closure of a production facility or the planned suspension of any services.

If you have any questions on a particular contract, please contact the Customer Services contract administrator and/or contracting officer for your contract (best method of communicating with them is via email). Office team e-mail addresses can be found at

<https://www.gpo.gov/how-to-work-with-us/agency/services-for-agencies/procurement-services-team>.

Attachment(s): NONE